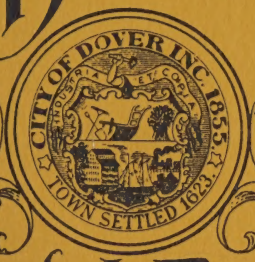
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City of Dover, N.H



Annual Reports

1977

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N. H. STATE LIBRARY
MAR 7 1980
CONCORD, N. H.

June 3, 1977

To the City Council, Mayor, and City Manager
City of Dover
New Hampshire 03820

Dear City Council, Mayor, and City Manager:

We have examined the Financial Statements of the various funds of the City of Dover, New Hampshire for the year ended December 31, 1976. Our examination was made in accordance with generally accepted auditing standards and accordingly, included such tests of the accounting records and such other auditing procedures as we considered necessary in the circumstances.

In our opinion, the aforementioned Financial Statements present fairly the financial position of such funds of the City of Dover, New Hampshire at December 31, 1976 and the results of operations of such funds and changes in financial position of the Water Fund, for the year then ended in conformity with generally accepted accounting principles applied on a consistent basis.

Respectfully submitted,

David L. Connors
Certified Public Accountant
JOHN E. RICH & COMPANY
Accountants and Auditors

Exhibit A

CITY OF DOVER, NEW HAMPSHIRE
COMBINED BALANCE SHEET — ALL FUNDS
AS AT DECEMBER 31, 1976

Assets	General Fund	Capital Projects Bond Funds
Cash and Temporary Investments	$ 704,171	$ 918,527
Accounts Receivable	757,831	1,041,943
Taxes Receivable	1,212,053	
Inventories		
Investments		
Bond Anticipation Notes		
Amount Required to be Raised in the Future for Retirement of Debt		
Due from Other Funds	65,000	7,265
Property, Buildings and Equipment		
Prepaid Expenses	190,618	
TOTAL ASSETS	$2,929,673	$1,967,735
Liabilities, Contributions, Fund Balances and Retained Earnings		
Liabilities:		
Accounts Payable	$ 966,927	$ 26,914
Notes Payable	1,000,000	800,000
Due Other Funds	451,036	
Advance for Maturing Hospital Bond	228,806	
Bond Anticipation Notes Payable		
Bonds Payable		
Total Liabilities	2,646,769	826,914
Contributions:		
Municipality's Contribution		
Fund Balances/Retained Earnings:		
Fund Balances	282,904	1,140,821
Retained Earnings		
Total Fund Balances/Retained Earnings	282,904	1,140,821
TOTAL LIABILITIES, CONTRIBUTIONS, FUND BALANCES AND RETAINED EARNINGS	$2,929,673	$1,967,735

Water Fund	Special Revenue Funds	Cemetery Fund	Mill Heating Plant Fund	Trust Fund	General Long-Term Debt
$ 15,079	$ 6,337	$	$	$ 1,826	$
190,687	972,708	2,025	22,782		
26,720				480,719	
					975,000
					11,394,000
10,000	537,688	317			
2,491,615					
47,929					
$2,782,030	$1,516,733	$ 2,342	$22,782	$ 482,545	$12,396,000
$ 65,663	$ 232,003	$ 2,342	$ 15,932	$	$
65,000	10,000		913		
					975,000
550,000					11,394,000
680,663	242,003	2,342	16,845		12,369,000
479,965					
	1,274,730		5,937	437,941	
1,621,402				44,604	
1,621,402	1,274,730		5,937	482,545	
$2,782,030	$1,516,733	$ 2,342	$ 22,782	$ 482,545	$12,396,000

Schedule A-1

CITY OF DOVER, NEW HAMPSHIRE
GENERAL FUND
STATEMENT OF CHANGES IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 1976

Balance, January 1, 1976		$153,936
Prior Year Adjustments		
Reduction of 1975 Accounts Payable	$ 10,253	
Reduction of 1975 Accounts Receivable	(37,332)	
Uncollectible 1975 School Receivable	(3,503)	
Total Prior Year Adjustments		(30,582)
		123,354
Less:		
1975 Surplus Used to Reduce 1976 Tax Rate	61,000	
Balance on Industrial Development Close Out	3,955	
Total		64,955
		58,399
Results of 1976 Operations		
School Department		
Excess of Estimated over Actual Revenues - Exhibit D	(17,296)	
Excess of Estimated over Actual Expenditures - Exhibit E	31,594	
Total		14,298
Cemetery Department		
Excess of Revenue over Expenditures - Exhibit F		5,032
Other City Departments		
Exess of Actual over Estimated Revenues - Exhibit B	28,755	
Excess of Estimated over Actual Expenditures - Exhibit C	176,420	
Total		205,175
Balance, December 31, 1976 - Exhibit A		$282,904

CITY OF DOVER, NEW HAMPSHIRE
GENERAL FUND
STATEMENT OF REVENUES
FOR THE YEAR ENDED DECEMBER 31, 1976

	Budget Estimate	Actual	Actual Over (Under) Estimate
City Clerk			
Dog Licenses	$ 3,800	$ 3,938	$ 138
Other Licenses	725	1,162	437
Recording Fees and Certificates	5,200	6,256	1,056
	9,725	11,356	1,631
Finance Department			
Payments from State for Debt Retirement	372,604	372,604	
Payments from Abutter for Debt Retirement	5,100	5,100	
Additional Other Revenue	2,000	3,549	1,549
Sale of City Property	200	1,135	935
Received from Hospital for Debt Retirement	174,029	174,029	
Interest and Dividends Tax	83,972	83,973	1
Rooms and Meals Tax	151,275	155,238	3,963
Savings Bank Tax	46,690	46,690	
New Hampshire Gas Tax	88,380	88,380	
Net Receipts from District Court	60,000	62,540	2,540
	984,250	993,238	8,988
Collector			
Interest on Taxes	45,000	39,163	(5,837)
Resident Taxes	110,000	106,674	(3,326)
Motor Vehicle Permits	266,000	363,867	97,867
Payment in Lieu of Taxes	7,499	8,116	617
Costs, Fees, Added Income and Expense	13,000	26,603	13,603
	441,499	544,423	102,924
Building Inspector			
Building and Electrical Permits	7,819	8,928	1,109
Plumbing Inspector	875	1,276	401
Planning			
Subdivision Fees	450	400	(50)
Police			
Licenses	2,425	2,819	394
Other Income	1,550	1,576	26
	3,975	4,395	420
Parking Meter Department			
Parking Meter Collections	57,807	47,471	(10,336)

(Continued)

Exhibit B
(Continued)

CITY OF DOVER, NEW HAMPSHIRE
GENERAL FUND
STATEMENT OF REVENUES
FOR THE YEAR ENDED DECEMBER 31, 1976

	Budget Estimate	Actual	Actual Over (Under) Estimate
Public Works			
Service Charges	$ 200	$ 806	$ 606
Garage Charges (Labor Only)	7,500	9,995	2,495
P.W. TV Crew and Drain Work	8,957	12,625	3,668
Sewer Users	282,000	193,733	(88,267)
Inspection Fees		590	590
	298,657	217,749	(80,908)
Health Department			
Licenses	919	1,001	82
Vaccination Certificates	45	24	(21)
	964	1,025	61
Welfare Department			
State and Other Reimbursements	1,950	1,015	(935)
Recreation Department	6,844	8,135	1,291
Swimming Pool	24,000	27,549	3,549
Business Profits Tax	297,991	297,991	
Revenue Sharing - Exhibit P	309,420	309,420	
National Bank Stock Tax	5,399	5,424	25
Timber Yield Taxes	447	537	90
Unappropriated Surplus - Used to Reduce Tax Rate	30,000	30,000	
Total Revenue - City	2,482,072	2,510,332	28,260
Tax Requirement - Current Year	6,403,855	6,404,350	495
Total City Departments	8,885,927	8,914,682	
Excess of Actual over Estimate Revenues Transferred to General Fund Balance - Schedule A-1			28,755
Revenue from School	1,394,286	1,376,990	(17,296)
TOTAL	$10,280,213	$10,291,672	$ 11,459

CITY OF DOVER, NEW HAMPSHIRE
GENERAL FUND
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 1976

General Government	Budget Appropriations After Transfers	Actual Expenditures	Actual Over (Under) Budget
City Council	$ 10,300	$ 6,925	$ (3,375)
Annual Audit	10,500	10,500	
City Council Contingency Fund	5,500	8,104	2,604
Industrial Development	25,000	21,045	(3,955)
City Clerk's Office	33,828	32,927	(901)
Elections	15,639	15,664	25
Executive Department	33,680	32,795	(885)
City Building Operations	44,469	41,984	(2,485)
Civic Promotions	17,137	16,773	(364)
Civil Defense	2,488	2,149	(339)
Finance Department	43,468	42,508	(960)
Insurance and Retirement	358,363	346,083	(12,280)
Collector's Office	24,133	23,368	(765)
Appraiser's Office	17,031	16,384	(647)
City Attorney's Office	24,446	23,756	(690)
Planning Office	28,445	27,986	(459)
Building Inspector's Office	13,406	13,400	(6)
Dover Housing Board	5,120	4,260	(860)
Total General Government	712,953	686,611	(26,342)
Public Safety			
District Court	31,545	29,038	(2,507)
Fire Department	558,389	555,243	(3,146)
Street Lighting	133,000	126,518	(6,482)
Police	510,194	487,784	(22,410)
Parking Meter	30,284	28,898	(1,386)
Total Public Safety	1,263,412	1,227,481	(35,931)
Public Works	755,874	715,613	(40,261)
Public Health			
Health Department	5,802	5,521	(281)
District Nursing	5,000	5,000	
Total Public Health	10,802	10,521	(281)
Welfare			
Welfare Department	70,617	51,183	(19,434)
Old Age Assistance	85,000	95,369	10,369
Total Welfare	155,617	146,552	(9,065)

(Continued)

Exhibit C
(Continued)

CITY OF DOVER, NEW HAMPSHIRE
GENERAL FUND
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 1976

	Budget Appropriations After Transfers	Actual Expenditures	Actual Over (Under) Budget
Parks and Recreation			
Recreation Program	$ 44,317	$ 41,996	$ (2,321)
Maintenance of Parks	48,860	48,610	(250)
Recreation Center	59,932	60,124	192
Swimming Pool	10,935	11,108	173
Gymnasium	34,362	36,996	2,634
Total Parks and Recreation	198,406	198,834	428
Public Library	92,684	89,797	(2,887)
Youth Services	9,997	7,926	(2,071)
Conservation Commission	1,750	1,750	
Dover Bicentennial Commission	5,000	1,011	(3,989)
Capital Outlay			
Data Processing	25,000	25,000	
Planning	10,000	10,000	
Fire	7,500	6,500	(1,000)
Police	18,000	17,819	(181)
Parking Meter	27,523	18,371	(9,152)
Public Works	54,000	54,000	
Parks and Recreation	8,600	7,167	(1,433)
Rescue Van	4,500	4,500	
City Buildings	2,000	2,000	
Law Department	700	700	
Total Capital Outlay	157,823	146,057	(11,766)
Interest			
Temporary Loans	175,000	130,745	(44,255)
Bonded Debt	496,560	496,560	
Total Interest	671,560	627,305	(44,255)
Principal Payment - Bonded Debt	507,959	507,959	
County Tax	449,209	449,209	
Overlay	25,685	25,685	
Total City Departments	5,018,731	4,842,311	
Excess of Budget Appropriation over Actual Transferred to General Fund Balance - Schedule A-1			(176,420)
Cemetery	13,996	8,964	(5,032)
School Department	5,247,486	5,215,892	(31,594)
TOTALS	$10,280,213	$10,067,167	$ (213,046)

Exhibit D

CITY OF DOVER, NEW HAMPSHIRE
SCHOOL DEPARTMENT
STATEMENT OF REVENUES FOR THE YEAR ENDED DECEMBER 31, 1976

	Budget Estimate	Actual	Actual Over (Under) Budget
Federal Aid			
Public Law 874	$ 58,200	$ 97,356	$ 39,156
Vocational Education Act of 1963	71,875	70,876	(999)
Public Law 89-10, Title I	89,266	81,966	(7,300)
Public Law 89-10, Title II	5,249	4,967	(282)
Public Law 89-10, Title IV	8,202	8,131	(71)
Public Law 89-313, Project Return	1,500	1,400	(100)
National Defense Education Act Title III	1,148	963	(185)
Adult Education	23,699	21,398	(2,301)
Total Federal Aid	259,139	287,057	27,918
State Aid			
Business Profits Tax	423,211	423,211	
Area Vocational Reimbursement	34,500	37,092	2,592
Building Aid	79,395	79,395	
Sweepstakes	141,827	141,827	
Foundation	147,480	93,497	(53,983)
Foster Children	3,880	3,920	40
Driver Education	14,000	9,772	(4,228)
Child Benefit Services	18,339	21,862	3,523
Handicapped Children	20,000	18,482	(1,518)
Right to Read	4,000	4,000	
Salaries - Superintendent and Assistant	7,500	7,115	(385)
Total State Aid	894,132	840,173	(53,959)
Other Revenue			
School Lunch	25,000	25,000	
Tuition	142,500	158,283	15,783
Child Benefit Services	6,295	3,602	(2,693)
Athletic Gate Receipts	11,000	11,285	285
Judson Dunaway Field Maintenance	2,992	1,072	(1,920)
Driver Education	6,000	3,410	(2,590)
Adult Education	4,800	2,080	(2,720)
Summer School	10,328	12,095	1,767
Artists in School	900	400	(500)
Miscellaneous	200	1,533	1,333
Total Other Revenue	210,015	218,760	8,745
Total Revenue	1,363,286	1,345,990	(17,296)
From City			
Appropriation	3,853,200	3,853,200	
1975 Fund Balance (Unappropriated Surplus) Used to Reduce 1976 Appropriation	31,000	31,000	
Total From City	3,884,200	3,884,200	
TOTALS	$5,247,486	$5,230,190	
Excess of Estimated over Actual Revenues Transferred to General Fund Balance - Schedule A-1			$ (17,296)

Exhibit E

CITY OF DOVER, NEW HAMPSHIRE
SCHOOL DEPARTMENT
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 1976

Administration	Budget Appropriations	Actual Expenditures	Actual Over (Under) Budget
Superintendents Salaries	$ 53,633	$ 53,617	$ (16)
Salaries of Administrative Personnel	62,537	59,040	(3,497)
Other Expenses and Services	18,143	20,901	2,758
Total Administration	134,313	133,558	(755)
Instruction			
Salaries of Teachers and Instructors	2,498,985	2,503,875	4,890
Salaries of Principals and Supervisors	306,420	303,103	(3,317)
Salaries of Clerical Assistants	91,033	87,092	(3,941)
Textbooks, Library and Audiovisual	183,715	181,931	(1,784)
Contracted Services	18,968	19,009	41
Other Expenses	27,815	19,116	(8,699)
Total Instruction	3,126,936	3,114,126	(12,810)
Attendance and Health Services	46,400	45,589	(811)
Pupil Transportation	126,200	144,078	17,878
Operation of Plant			
Salaries	164,852	163,938	(914)
Supplies and Contract Services	147,022	146,599	(423)
Utilities and Other	203,020	208,531	5,511
Total Operation of Plant	514,894	519,068	4,174
Maintenance of Plant			
Instructional Equipment	15,175	17,005	1,830
Machine Repair	5,000	8,122	3,122
Contracted Services	45,826	46,812	986
Total Maintenance of Plant	66,001	71,939	5,938
Fixed Charges			
Retirement	279,457	272,320	(7,137)
Insurance	166,082	143,666	(22,416)
Total Fixed Charges	445,539	415,986	(29,553)
Student Body Activities	73,586	73,088	(498)
Child Benefit Services	49,146	40,329	(8,817)

(Continued)

CITY OF DOVER, NEW HAMPSHIRE
SCHOOL DEPARTMENT
STATEMENT OF APPROPRIATIONS AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 1976

	Budget Appropriations	Actual Expenditures	Actual Over (Under) Budget
Capital Outlay			
Additions and Improvements	$	$ 14,036	$ 14,036
Equipment	19,584	24,818	5,234
Total Capital Outlay	19,584	38,854	19,270
Bonded Debt			
Principal	267,628	267,628	
Interest	94,736	94,736	
Total Bonded Debt	362,364	362,364	
School Lunch	25,000	25,000	
Tuition	46,326	36,817	(9,509)
Adult Education	30,097	23,908	(6,189)
Summer School	10,328	14,470	4,142
Cooperative Education, Disadvantaged and Special Programs	170,772	156,718	(14,054)
TOTALS	$5,247,486	$5,215,892	
Excess of Budget Appropriations Over Actual Expenditures — Transferred to General Fund Balance -- Schedule A-1			$ (31,594)

CITY OF DOVER, NEW HAMPSHIRE
GENERAL LONG - TERM DEBT
BALANCE SHEET AS AT DECEMBER 31, 1976

ASSETS

Amount Required to be Raised in the Future for Retirement of Debt (Note 1)		
Municipal	$ 8,651,343	
Water	550,000	
School	2,228,657	
TOTAL ASSETS		$11,394,000

LIABILITIES

Municipal Bonds Oustanding		
Sewer, 9/1/57	10,000	
Sewer Extension and Treatment, 4/1/58	5,000	
Sewer, 3/1/59	150,000	
Sewer Project, 3/1/66	180,000	
Fourth Street Bridge, 1/1/68	120,664	
South Side Fire Station, 1/1/68	39,196	
City Hospital, 1/1/68	280,140	
Sewer, 1/1/68	40,000	
Sewer, 12/15/69	225,000	
Mill Heating Improvements, 3/15/70	12,720	
Fire Engines, 3/15/70	33,807	
Back River Road, 3/15/70	109,816	
New Floor and Hose Tower, 4/1/71	19,537	
City Hospital, 4/1/71	146,511	
Public Works, 4/1/71	113,952	
Urban Renewal, 10/1/73	470,000	
Public Improvements, 2/1/73	91,000	
Bellamy River Drain System, 1/1/75	230,000	
Fire Truck, 12/1/75	90,000	
Swimming Pool, 10/1/75	155,000	
Hospital, 12/1/75	2,700,000	
Sewer, State Guaranteed, 12/1/75	2,100,000	
Sewer Planning Bonds Authorized but Unissued in 1975	203,000	
Sewer Bonds Authorized but Unissued in 1975	900,000	
Ice and Tennis Arena Bonds Authorized but Unissued in 1975	65,000	
Sewer Treatment Plant Study Bonds Authorized but Unissued in 1975	50,000	
Washington Street Bridge Authorized but Unissued in 1976	75,000	
Total Municipal Bonds Outstanding		$8,615,343

(Continued)

Exhibit M
(Continued)

CITY OF DOVER, NEW HAMPSHIRE
GENERAL LONG - TERM DEBT
BALANCE SHEET AS AT DECEMBER 31, 1976

LIABILITIES
(Continued)

Water Bonds Outstanding		
Garrison Hill Reservoir, 9/1/68	$ 70,000	
Hoppers Area, 7/18/72	210,000	
16" Water Mains, 1/1/75	270,000	
Total Water Bonds Outstanding		$ 550,000
School Bonds Outstanding		
North Side School, 7/1/57	30,000	
Garrison Hill, 12/1/62	220,000	
New High School, 3/1/66	1,770,000	
Dunaway Field, 3/15/70	17,052	
Garrison School, 3/15/70	141,605	
Junior High Renovations, 12/1/75	50,000	
Total School Bonds Outstanding		2,228,657
TOTAL LIABILITIES		$11,394,000

SUMMARY OF GENERAL LONG - TERM DEBT TRANSACTIONS FOR 1976

	Balance Jan. 1, 1976	Issued or Authorized 1976	Retired In 1976	Balance Dec. 31, 1976
Municipal	$ 9,049,715	$ 75,000	$ 509,372	$ 8,615,343
Water	650,000		100,000	550,000
School	2,496,285		267,628	2,228,657
TOTALS	$12,196,000	$ 75,000	$ 877,000	$ 11,394,000

Note 1

This amount includes funds forthcoming from the State of New Hampshire as reimbursement of their share of eligible construction costs and interest, payable over the same period of years as the various bonds that were originally issued to obtain funds for primary sewer construction.

March 28, 1978

1977 ANNUAL REPORT

This office was busily involved with revising the ordinances of the City of Dover. The last time this task had been undertaken was in 1957. The culmination of this project was the City Council meeting of December 14, 1977, at which time an ordinance adopting the Codification of Ordinances of the City of Dover, was adopted and a completed set was presented to the City Clerk as a permanent record to be kept in his office.

The city attorney has represented the city in several matters before boards, commissions and courts, and at years end, the City of Dover was involved in twenty-one pending actions.

In an attempt to update the law library of the City of Dover, the city attorney was successful in obtaining a "good to excellent" used set of Corpus Juris Secundum encyclopedias. This system is a complete statement of the body of American law in encyclopedic form, broken down into approximately 430 titles.

The position of city attorney remained on a full time basis. The secretarial position increased from 20 to 30 hours per week. It was no longer necessary to lease a typewriter, as a new IBM typewriter was purchased.

The city attorney provided his services in settling the different union contracts (Public Works, Police & Fire). The office of city attorney has attempted to provide advise and counsel to the several departments of city government and to the City Council at an early stage in order to avoid later complications and litigation.

Stephen M. Morrison, Esq.
Acting City Attorney

TO: City Manager, Mayor and City Council
FROM: Fire Dept.
SUBJECT: Annual Report for 1977

1977 was a year of major fires in the Seacoast Area and the City of Dover was no exception. Two general alarm fires in January completely destroyed the Warren's Furniture Co. on Third St. and the Greenlaw-Quimby block on the Lower Square and seriously threatened other structures in the Central Business District as firefighters and equipment from a dozen communities fought to control the blazes in sub-freezing temperatures.

During the year, there were some fourteen other serious structural fires, two of which proved very tragic with the loss of small children. A marked increase in the number of proven arson or suspicious nature fires was also recorded.

An extremely dangerous situation existed for sixteen hours on January 16th as a fully loaded propane tank car rested on the bank of the Cocheco River after having derailed near Chestnut Street. It was necessary to evacuate a large area near the scene in case a leak developed during recovery operations. Fortunately, the car was removed without incident.

Total calls for the year were 992, an increase of nearly seven percent over 1976 and a new record for responses in one year. There were 132 bell alarms, 832 still alarms and 24 station calls. The breakdown showed 157 structural fires, 74 vehicle fires, 127 smoke investigations, 163 outside fires, 29 auto accidents, 38 malicious false alarms, 22 mutual aid calls to other fire departments, 238 assists to the public and other city departments and 144 miscellaneous calls. Mutual aid assistance was requested on 14 occasion.

Funds were authorized for major repairs and modernization of Engine No. 3. The increasing workload on aging apparatus resulted in dramatic upswing in the amount of down time and the cost of equipment repairs.

Chief Walter A. Oates retired from the department on October 31st. He began his career in the department as a call firefighter in 1938, became permanent in 1946 and worked his way up through the ranks to become Chief in 1973. He will be missed by this department. Captain Richard Hughes was promoted to Assistant Chief on July 31st and exams to fill two Captains positions were conducted in December.

With the total estimated fire loss for 1977 reaching to near the one million dollar mark and two fatalities, 1977 proved to be the most devestating year since 1968. It would seem that possibly the cutbacks in personnel and equipment funding made in 1976 along with the transfer of additional functions to the department were beginning to take their toll on department operations. Personnel levels and equipment funding are now about at 1970 levels and further cutbacks loom on the horizon.

While long range plans instituted in 1968 to upgrade the department's firefighting capability were generally followed until mid 1975, they have been nearly totally disregarded by the administration over the past thirty months. It would appear that the time has come for another survey of the city's fire defenses by the insurance underwriters, as the last survey was made in 1964. Several of the recommendations made in that survey remain to be undertaken. If fire losses continue to greatly increase, the insurance carriers can be expected to request a new survey.

As 1977 draws to a close, goals for the coming year should include the restoration of personnel cut in 1976, the appointment of a permanent Training Officer and permanent Fire Prevention Officer and a firm decision on the future of the Central Fire Station.

Respectfully submitted,

Richard D. Hughes, Acting Chief

1977 ANNUAL REPORT

THE PUBLIC WORKS DEPARTMENT

During the year of 1977 the Public Works Department had a productive year. The main emphasis was on the paving of streets, snow and ice removal, and the completion of the 12" main on Broadway. These projects were completed.

The Public Works Department is comprised of six divisions which are: Cemetery, Mill Heating, Sewer & Sewage Treatment, Engineering, Water and Public Works.

Division review is as follows:

CEMETERY DIVISION

Entombments	136
Intervents	110
Foundations	93
Sale of Lots	32 – 62 graves
Ashes	14

The appearance of the Cemetery during 1977 was above average. The Cemetery Division not only kept the grounds in good condition, they expanded and developed a new area to provide needed space.

MILL HEATING DIVISION

All discharges to the Cocheco River have been discontinued with the installation of the blow down tank. The 20,000 gallon oil tank was relined with fiber glass, and the two boilers were repaired and inspected. During the heating season no breakdowns were recorded.

SEWER AND SEWAGE TREATMENT PLANT

During the year of 1977 our major problems have been caused by the tie-in of the North Side Sewers. Our daily average flow has increased as compared to 1976. During the wet weather abnormal amounts of grit are being channeled to the plant.

RAW SEWAGE RECEIVED AT PLANT

Domestic 12 months 683,543,000 gallons. Average Daily flow 1,872,720 gallons.

During the past year we have had many meetings with Wright, Pierce and Barnes on the design of the secondary plant, which will go out to bid in 1978. The plant has complied with all the requirements of E.P.A. and the State of New Hampshire Water Supply & Pollution Control Commission.

ENGINEERING DIVISION

The Engineering Division completed a very productive year with the close of 1977. Utilizing college work study students from the University of New Hampshire, CETA personnel and a temporary project manager, the division was able to initiate and supervise several major projects for the city.

Extensive sewer system evaluation/investigation was conducted through coordination of smoke testing (new) and television monitoring. The city Engineering Division also began the long process of assisting in transferring homes from the old combined sewer system to the new separated sewers (new).

Major projects requiring attention included easement acquisition for the South Side Sewer Project, continued design of the Secondary Treatment Plant and the inspection of the Upper Washington Street Bridge. A new project started by the Engineering office was the design of granite curb and cement sidewalk improvements on several major thoroughfares within the city.

The Engineering Division spent many hours on projects relating to public health and safety. The Morin Street Drainage Project eliminated a standing water trap as well as ice problems on the street itself. Many fire hydrant flow tests were performed verifying fire protection in various areas. Continued enforcement of the sewer ordinance helped to reduce pollution in streams and brooks within the city.

As in prior years, the Enginerring Division strove to work cooperatively with other City and State departments. A few mutual projects include: water study/exploration with the water department; sewer sepration and drainage with Parks and Recreation; monitoring of test wells with the state of New Hampshire Water Supply and Pollution Control Commission; review of Urban Renewal technical specs. for the Dover Housing Authority.

The Division also continued to provide the standard services of inspection and enforcement as outlined in the various city ordinances. Daily service to Dover citizens was accomplished through answering questions and providing guidance where possible with regard to individual engineering problems.

WATER DIVISION

The Water Division worked in the Pollution Abatement areas on breaks on mains and services. They completed the 12" main on Broadway reinforcing the 14" main on Central Avenue. The Cummins & Griffin Wells were cleaned and rebuilt.

Report of Gallons Pumped — 1977

Griffin Well	157,496,200
Calderwood Well	260,132,700
Cummins Well	244,150,700
Ireland Well	164,717,200
Hughes Well	136,049,020
Total	962,545,820

The Water Department has complied with all the requirements the Safe Water Drinking Act, and State of New Hampshire Water Supply & Pollution Control Commission.

PUBLIC WORKS DIVISION

During the year 1977 the Public Works Division responded to its routine assignments such as snow removal, refuse collection, catch basin cleaning and general maintenance. Many of the streets that needed attention were paved or sealed with stone chips. Drainage and catch basin problems were resolved, tree removal and planting programs were carried out. The increase in the snow budget in the Salt Account was reflected by the condition of the streets this winter.

The Public Works Department replaced two of its older dump trucks with 1977 International dump trucks equipped with plows and wings. The City Garage maintained our equipment with minimum breakdown time.

SUPERINTENDENT OF SCHOOLS

The Honorable Jack Buckley, Mayor of the City of Dover; Acting City Manager Charles Reynolds; Members of the City Council; Members of the School Committee; and Citizens of Dover;

I respectfully submit the annual report as Superintendent of Schools for the City of Dover. This report contains pertinent data and an accounting of the activities engaged in by the Public Schools of the City of Dover in 1977.

SCHOOL ENROLLMENT

Our school enrollment figures on opening day for the past five years are as follows:

	1973	1974	1975	1976	1977
Dover High School	1677	1707	1704	1825	1808
Dover Junior High School	752	728	684	687	628
Garrison School	589	566	530	531	500
Horne Street School	500	480	461	454	445
Pierce School	67	72	50	70	66
Sawyer School	185	184	190	170	182
Woodman Park School	785	727	648	693	693
Totals	4555	4464	4267	4430	4322

ADULT EDUCATION

The Adult Education Program is in its 29th consecutive year, and continues to meet the needs of the citizens of Dover. During 1977, 27 classes met two hours a week for a period of ten weeks. Courses were offered in the following fields of interest:

Apprentice Carpentry
Arts & Crafts
Backyard Gardening
Belly Dancing
Ceramics
Floral Arranging
Jewelry Making
Know Your Car
Landscaping & Turf Management
Lawnmower & Outboard Motor Repair
Math Refresher
Sewing I & II
Small Engine Repair I & II
Snowmobile Maintenance & Repair
Typing Refresher
Typing I & II
Woodworking I & II
Photography

The Adult Education Program is co-sponsored by the State Department of Education and the Dover School Department. The Spring program was under the supervision of James Cavanaugh, Assistant Principal, Dover High School; and the Fall program was under the supervision of the new Community Education Director, Helen C. Phipps.

CHILD BENEFIT SERVICES

During the past year, Child Benefit Services were again made available to the students at Dover Catholic Consolidated School and St. Thomas Aquinas High School. At Dover Catholic the Child Benefit Program provided for a physical education teacher, guidance teacher, part-time speech therapist, and part-time nurse. Textbooks and instructional materials were also purchased for Dover Catholic Consolidated, as well as St. Thomas Aquinas High School. In addition, St. Thomas Aquinas High School had the service of a full-time nurse. A combination of state and local monies is made available to provide Child Benefit Services to students in nonpublic schools in accordance with guidelines set up by the State Department of Education.

FEDERAL PROJECTS

During this school year, Dover has received funds to implement many of its education programs. The programs include:

TITLE I: Approximately $136,656.81 for projects providing services to preschool children through Project CHILD (Compensatory Help in Learning Development); Dover Catholic Early Childhood Program; Dover Children's Home Reading Tutor; Teenage Adult Basic Education; STP Communication Power Core, Junior High; and PL 89-313 Project Return for Special Education.

TITLE IV: ESEA – Combines Title II and Title III for library media and supplies and equipment in certain subject areas including Experience Based Career Education, Guidance, Reading, Film Studies, Art, and Elementary Typing.

VOC. ED.: Approximately $58,303.00 for such items as salaries and equipment for regular vocational programs; cooperative education, distributive education store; disadvantaged in the regular programs; consumer homemaking; adult basic education; handicapped in the regular programs; and SPECS.

SAFA: PL 81-874 Low Rent Housing School Assistance in Federally Affected Areas — $26,526.11 for Extension of STP Power Core & Project CHILD Programs.

SCHOOL FOOD SERVICE

The Dover School Food Service program is a leader in State School Food Service, a leader with 67 years experience. We are a great asset to the community educational system, and above all we are a program that constantly reaffirms its commitment to our most precious resource — our children. Our goal in 1977—78's program of work is a personal and a professional commitment to every child, individual commitments to those common tasks that, when achieved, will be the measure of excellence in our child nutrition programs. No commitment is possible without concern. That great concern has been and remains our heritage and challenge — the child. This department through each individuals active involvement has the unique opportunity to build a stronger and more secure America by making this far reaching commitment to every child.

We strive to be a community with healthy, well nourished youth who understand and practice good nutrition concepts. School Food Service Compliments and strengthens the efforts of all concerned parents to see that their children are properly nourished, by providing every school child with the opportunity to receive a balanced meal at noon, meeting one-third of his daily nutritional requirements. Almost half of the nation's children under 18 are from homes with working mothers or single parent homes. Parents are not always available to oversee eating patterns and under some unfortunate circumstances, school food service may provide the only opportunity for a child to receive a nourishing, well balanced meal. By offering menus stressing good nutrition we attempt to make the child aware of the importance of nutrition in his environment of growth and learning. "The child is father of the man." Dietary patterns set in childhood affect the health of the adult and there is substantial evidence that these patterns lead to or prevent many of the serious diseases affecting our population. Our school nutrition programs are a major vehicle to improve the health status of our children of today and our citizens of tomorrow. The health of a nation evolves from the health of its children.

SCHOOL FOOD SERVICE - (Continued)

We presently employ 52 employees. Our workers are committed to improving their service and knowledge through professional growth. 85% of our workers have received certificates from UNH for successful completion of the "Nutrition of Work" program, a six-week course which they attended on their own time. 95% of our employees are certified with the New Hampshire School Food Service Association and attend workshops, classes, and meetings to update their knowledge and receive credits for recertification. In the 1978-79 school year workers' salaries will be increased. All of our purchases in foods, supplies, equipment, and our payrolls are paid by the School Food Service Department and are not reflected in our local tax structure.

The price of a single carton of whole recess milk is 5 cents. Our lunches are priced at 45 cents for elementary students and 50 cents for junior and senior high students. Adult meals are 65 cents. Free or reduced price meals are available to families meeting the income poverty guidelines. Every effort is made to maintain the anonymity of these students.

Although this report does not cover the entirety of the 1977-78 school year, the approximate number of meals served should be as follows:

Paid Students Meals	$225,000
Reduced Student Meals	26,000
Free Student Meals	127,000
Adult Meals	15,500
Cartons of Milk	740,000

I would like to thank the Food Service Staff for their efforts and dedication in feeding our students, the school nurses for their valuable time and efforts in implementing our free and reduced price program, the principals and student advisory board for their cooperation, the custodial staff for their assistance, and the Superintendent and his staff for their guidance and support through this successful year.

We will continue our efforts to provide nourishing meals at the lowest price to our students and faculty. We reaffirm our commitment to every child by maintaining the professionalism and nutritional integrity of our child feeding program.

HEALTH SERVICES

All students in Grades 1-8 were measured, weighed, and vision tested. Notices were sent home on any vision problems and a number of glasses were fitted. Students in the 1st, 5th, and 7th Grades received hearing tests. All students at Woodman Park School and Garrison School received hearing tests. All problems found were indicated to the parent, and most problems have been seen by the family doctor.

HEALTH SERVICES – (Continued)

A total of 595 T.B. tests were done in the 4th and 7th Grades this year. This program will continue next year.

All students in the 3rd Grade were given dental kits from the Creast Toothpaste Company along with dental instruction. A Dental Hygienist talked to the 3rd Graders.

200 Flu shots were given to the personnel.

On April 15, a pre-school vision/hearing clinic was held sponsored by the Quota Club, Lions Club, School Health Services, and the State of New Hampshire Public Health Services.

In May, the Dover Police Department presented a program on Cardio Pulmonary Resuscitation (CPR) to 6th Graders at Woodman Park School and Garrison School; color blind tests were given in the 4th Grade; numerous conferences with teachers, parents, and students were held; periodic checks for head lice were conducted.

MAINTENANCE – BUILDING IMPROVEMENTS

The School Department is responsible for maintaining eight school buildings, storage building, greenhouse, and athletic facilities. The replacement value for the buildings and contents is approximately $14,005,614.00.

Mr. Orrin Weeden, Head Custodian; Mr. James Bickford, Assistant Head Custodian; and the custodial staff maintaining our schools and related facilities are to be highly commended for the fine work they are doing, and for their sincere effort in giving our children a clean and healthy atmosphere in which to work, and for protecting the district's investment in its school buildings.

SUMMER 1977 – REPAIRS AND IMPROVEMENTS

WOODMAN PARK SCHOOL

1. Installed new base and fire box -- No. 2 boiler
2. Replaced floor tile where necessary
3. Repaired bleachers
4. Refinished gym floor
5. Repaired desks and chairs
6. Installed new desk and chair glides where necessary
7. Installed new roof
8. Painted all outside window frames, sash, doors, and door casings.

REPAIRS AND IMPROVEMENTS – (Continued)

GARRISON SCHOOL

1. Painted restrooms where needed
2. Painted wall (two coats) gym
3. Painted parking lines
4. Painted canopies
5. Installed new roof (new wing)
6. Installed new ceiling tile where needed

PIERCE SCHOOL

1. Painted all outside sash, trim, and doors.
2. Painted fire escape
3. General Maintenance

SAWYER SCHOOL

1. Painted stairwells
2. General maintenance

SCHOOL SYSTEM

1. Fire escapes and playground equipment have been checked.
2. All heating units and ventilating units have been greased and oiled
3. All filters are replaced three times per year
4. All pumps, motors, and belts repaired when necessary
5. All boilers have been cleaned and inspected

SUMMER SCHOOL

Dover's 15th Summer School was in session this year from July 11 to August 12. Ten teachers were employed for this year's classes and our enrollment was 198. As in the past, this year's program was mainly designed to help students who had difficulty in certain subject areas during the school year. This program included High School English (1-4), Math, Algebra, Geometry, U.S. History, French (1-2), and Physical Education.

In addition, our program provided students with the opportunity to enroll in Personal Typing and Driver Education so that they could schedule other courses of interest in the fall.

It was unfortunate that we could not offer reading and arithmetic on the Elementary and Junior High levels this summer. Although we had a student demand in these areas, we were unable to find qualified instructors willing to teach these subjects at the salary being offered at the present time.

At the close of Summer School final grades for all students were sent to their respective High Schools.

HORNE STREET SCHOOL

1. Painted restrooms where needed
2. Installed new gym floor
3. Installed two new catch basins
4. General maintenance

DOVER HIGH SCHOOL

1. Removed wallpaper and sheet rock from northeast stairwell and installed new coating of plaster
2. Stripped wallpaper and pastes from all hallways, walls (first floor), patched cracks, sanded walls, primed and painted two coats
3. Painted all stairwells
4. Painted all exterior doors
5. Repaired and installed new (where necessary) toilet partitions
6. Painted restrooms
7. Painted canopy
8. Repaired and painted lockers
9. Stripped wallpaper and paste from all hallways, walls (second floor), patched cracks, sanded walls, primed and painted two coats
10. Painted band room
11. Painted parking lines and curbing
12. Stripped wallpaper and paste from wall (four classrooms), patched cracks, sanded walls, primed and painted two coats
13. Painted custodian room
14. Painted receiving room
15. Painted nurse's office
16. Replaced ceiling tile where needed
17. Repaired bleachers (gym)
18. Refinished gym floor
19. Repaired ceramic tile where needed
20. Replaced desks and chairs
21. Installed new desk and chair glides where necessary
22. Replaced 17 stairtreads

DOVER JUNIOR HIGH SCHOOL

1. Repaired bleachers
2. Refinished gym floor
3. Replaced stairtreads where needed
4. Replaced floor tile where necessary
5. Repaired desks and chairs
6. Installed new desk and chair glides where necessary

SUMMER SCHOOL – (Continued)

This year's courses:

High School	Number of Students
English	22
Math, Algebra, Geometry	19
Civics, U.S. History	11
Personal Typing	8
French	9
Physical Education	15
Driver Education	114
Total	198

SURPLUS SUPPLIES & EQUIPMENT

The School Department continues to take advantage of surpluses made available by various Government agencies, private organizations, and individuals. These materials are obtained at little or no cost other than transportation costs and the cost of routine visitation (and solicitation) by the Vocational Director and others. The 1976 Annual Report indicated that the year had been a lean one but forecast a brighter outlook for 1977. This forecast proved true, the Vocational Department having acquired a Tool and Cutter Grinder from private sources, an Oscilloscope from the Federal Government, and many lesser items of supply and equipment from both public and private sectors. 1978 is expected to show still further improvements.

SCHOOL COMMITTEE

This has been a busy year for the Dover School Committee with 12 Regular Meetings, 20 Executive Sessions, 9 Special Meetings, 1 Curriculum Meeting, 3 Committee of the Whole Meetings, and 14 Budget Work Sessions. There were also 6 Regular Meetings and 5 Executive Sessions of the Joint Building Committee for renovation of the Dover Junior High School.

TRANSPORTATION

There are approximately 4,877 public and parochial students attending all Dover schools. 2,289 are being transported to and from school in twenty-two of the twenty-eight city owned school buses, which include one bus equipped with a wheel chair lift with a 17-student and two wheelchair capacity, a twenty-passenger minibus, and one fourteen-passenger maxivan.

TRANSPORATION – (Continued)

Of the total number of students transported we place them in the following categories:

High School Level:	Dover High School	1,276
	St. Thomas Aquinas	65
Junior High Level:	Dover Junior High	359
	Dover Catholic (7 & 8)	35
Elementary Level:	Woodman Park	389
	Horne Street	302
	Garrison	339
	Dover Catholic (1-6)	203
Special:	Great Bay, Portsmouth	8
	Brackett School, PAFB	1
	Project Tree, Portsmouth Rehab.	3
	Rochester Child Development	5
	Somersworth High	4
	Somersworth Junior High	1
	Project Child, Woodman & Pierce	23
	Total Transported	2,989 Students

The entire operation involves 1,090 miles in town and 170 miles out of town for a total of 1,260 miles per day and 226,800 miles per year (180 school days).

The following is a list of the make and year of our bus fleet:

1	1976 Ford	15	1968 GMC
2	1968 GMC	16	1976 Ford
3	1977 Ford (78 Model)	17	1969 Ford
4	1974 Ford	18	1976 Ford
5	1977 Ford (78 Model)	19	1969 Ford
6	1968 GMC	20	1968 GMC
7	1967 Ford	21	1972 Ford
8	1977 Ford (78 Model)	22	1970 GMC
9	1969 Ford	23	1972 Ford
10	1974 Ford	24	1952 Brill
11	1967 Ford	25	1972 Ford
12	1970 GMC	H1	1976 Ford (Wheelchair Lift)
13	1970 GMC	H2	1977 Dodge Maxivan
14	1969 Ford	H3	1976 Chevrolet Bussette

SPECIAL EDUCATION

School Psychologist, Dr. Donna Bolian, is the person directly responsible for Dover's Special Education programs. There are four self-contained special classes, one at Garrison, two at Woodman Park, and one at the Junior High School. Resource room programs are located at Horne, Garrison, Woodman Park, the Junior High, and the High School. Dover also has a State funded Orthopedic Program at Garrison School which serves students from the surrounding area. Through the Special Education Placement Team special students whose needs cannot be met within our own system are placed in programs in other school systems or in specialized institutions such as the Great Bay School and Training Center, the Rochester Child Development Center, and the Portsmouth Rehabilitation Center.

USE OF SCHOOL FACILITIES

The demands on use of school facilities have continued to increase this past year. Woodman Park, Horne Street, Garrison, and Dover Junior High School gymnasiums were used by several different clubs and city organizations during the hours of 6:00 to 10:00 P.M. The athletic fields are also in great demand by youth football, adult rugby organizations, and softball teams.

COMMUNITY EDUCATION

The Dover School Committee has endorsed a strong Community Education Program which incorporates the Adult Education Program along with the evening High School activities. This program which is basically self-supporting provides the expansion of the public education program to all areas of the community where need of a High School diploma exists or Vocational training is desired. The certain growth of our Community Education program is the direct result of the spirited dedication of its director. An academic High School is once again available to the citizens of the community. This is a result of community desires implemented by responsible leadership at the High School level.

SPECIAL MENTION

1. Dover's Staff Development Plan as approved by the State Department of Education continues to be considered one of the finest in the state. Dover teachers and administrators have completed an unusual number of in-service training programs designed to continue the educational growth of tne professional staff.

2. Special mention is given to the Dover School Volunteers who provide extra individual attention and caring for children, bring the human resources of the Dover community into the schools, and serve as extra pairs of hands for classroom teachers. The total hours donated by the 251 Dover School Volunteers were 10,178.

3. The CCNH-TV studio in the high school, built at no expense to the School Department, is part of our curriculum. Students receive credit for their work as sportscasters, cameramen, and technicians.

4. A cape style home is being built on Auburn Street by the carpentry class at Dover High School. This program attests to the positive and practical educational program at the High School.

5. The School Department undertook a Writing Assessment project in order to compare our success with the nation's schools. The results of this effort were outstanding. Dover's students achieved higher scores than that which was anticipated for them. Dover's holistic scores at all grade levels were high than the national average.

RECOMMENDATION

The above listed activities indentifying the School Department's services to the student citizens of the city illustrate a greater public involvement in their public schools. The future successes of the city's educational program will exist only with your continued help. I strongly recommend your visiting the schools, volunteering your thoughts and services to help us keep your education program at its present high level.

CONCLUSION

I extend my personal thanks to the community and School Committee for their efforts and time spend in many meetings — always striving to improve the city's educational system. No report would ever be complete without personal accolades being extended to George J. Kay, Assistent Superintendent of Schools-Business Affairs, and the educational secretaries who have done more than is expected of them, providing those services that are not seen, but keep the system running on an even keel. My compliments go indeed to all the public-spirited citizens, the community, teachers, principals, and students.

Thank you,

Bernard F. Ryder
Superintendent of Schools

YOUTH RESOURCE 1977 ANNUAL REPORT

During 1977, the Youth Resource Office continued efforts to stimulate services and programs for local youth. In addition to our regular services, we also assisted in the sponsoring of several special community projects which involved youth with the rest of the community.

One of the objectives of this past year was to increase our contact with, and awareness among, the youth of Dover. Staff have taught various mini courses at the Jr. High to increase communication. As an outgrowth of one of these classes, Fosters published a weekly column, written by the youths, entitled "Youth Dateline" which served to inform residents what activities were offered for youth in the upcoming week. Contacts with the high school guidance office were expanded to offer our job referral services and have a cross reference for students dropping out of school. These dropouts are offered employment services with our office, and we encourage enrollment in A.B.E. classes in conjunction with our assistance.

In August, the YRO moved from the City Hall to the Masonic Building and combined locations with the recently created Dover City Probation Office. By combining administrative overhead and office space, we were able to create an ideal situation for both offices. This cooperation has served to increase communication and benefits to the youth themselves, and cross referrals between the two offices has increased.

Employment has been placed as a priority of the office, as we see this component as an important positive part of an adolescent's self image and development. Referrals have doubled in the public and private sector jobs, and over 80 youths have been offered employment counseling, placement and follow up through the efforts of Peter Cosgrove, our Outreach Counselor. Mr. Cosgrove was hired in March to work on an outreach basis in the community and has been most successful in reaching those youths most in need of direction and guidance. Contacts with the C.E.T.A. programs has been increased, so that now along with our S.P.E.D.Y. summer job program, we have referred youths to other C.E.T.A. titles. In addition, a proposal to have 5-10 youths work in a Park Improvement project was also approved by C.E.T.A. in December, and this "Park Brigade Program" will start in April 1978.

We were especially busy during the months of May through August. For S.P.E.D.Y. we coordinated over 25 worksites and 100 placements, giving careful consideration to the needs of both the worksites and the applications. We were able to place a total of 97 youths and we had a tremendously successful 8 week program. Youths worked in positions in the playgrounds, public work crews, the hospital, the schools, City Departments such as Data Processing and Planning Office, the Recruiting Offices, Riverside Rest Home, etc. The program provided income supplimation of participants families, vocational and financial working experience for over 90 local youths, and over $58,000 worth of project monies to the City.

In addition, during June, the YRO sponsored a Drug Abuse Awareness Week and city wide "Pitch In With Pride" clean up day. Both of these projects involved many segments of the community working together, and it was marvelous to see the support for, and participation in, these programs. We intend to make the clean up day an annual event each June.

Other major on-going projects throughout the year included 1) updating and expansion of Youth Job Bank, with over 200 youths registered and serving 158 work orders requests from community residents. 2) recruitment of additional Crisis Home Host families and expanding this emergency temporary, housing service for youths. 3) expansion of employment counseling/placement services in the public and private sector. 4) assisting in the organization efforts for the Dover Group Home, a residential treatment program for problem adolescent females. A grant to the Governor's Committee on Crime and Delinquency for LEAA monies was submitted, and approved. In addition, committee formations, renovation requirements, personnel policies, etc. were developed. It has been a long, sometimes rocky, road for this project, but we can finally see the opening of this urgently needed facility by spring of 1978.

The success of our various programs are in part dependent on those people who contribute their time and energy. The City Council, Manager, City Departments, Community Agencies and, most importantly, the families and youth have all been terrific with their support and efforts. A sincere thank you to all of you!

PARKS & RECREATION 1977 ANNUAL REPORT

The inauguration of the Dover Ice and Tennis Arena highlighted the year. The realization of this top-notch facility is a tribute to those people who volunteered many hours of their time on behalf of all who will be skating and playing tennis there. Paul Chalue, manager, was super in getting the arena successfully into full swing which, because of demands for ice time, became an 8:00 A.M. to midnight operation. Almost $7,000 surplus revenue was realized in the first partial year of operation! The Ice and Tennis Arena Commission, although very happy with this prosperous outcome, plans to see that surplus revenues are utilized for future capitol improvements so that our citizens can better be served.

Park development programs continued as planned. The Garrison School/ Park tennis courts were completed; and, a tot lot for pre-schoolers and play equipment for older children became an instant success. The huge spiral slide was the main attraction as a seemingly tireless line of youngsters used it. Dover's northside residents can look forward to playing tennis and basketball in the new Longhill Memorial Park which will be open when the snow melts next year. The Applevale Park basketball court was ready for play in late November; and, I suspect that some eager boys and girls will probably shovel off the snow rather than wait for "mother nature" to remove it come spring. Park Street Park's tall ship attracted hundreds of children who climbed to the crow's nest, walked the deck, peeked from portholes and swung from the bowsprit. Park completion should be accomplished next year to include a basketball court, tot play area, picnic area and benches. Community Development funds have been allocated to properly complete Applevale, Longhill Memorial and Park Street Parks, optimistically prior to the end of next year.

Third year CD money will also be used for the Guppey Park entranceway and driveway leading to the rough-graded rear parking lot; the Butterfield Gym and the Minor League baseball fields which are located behind the City DPW complex. Butterfield Gym improvements to be completed next year are: a new roof, relocation and expansion of the youth/games room, exterior masonry repairs and the tie-in with the Cocheco separation project. Additional future work that should strongly be considered in order to upgrade and protect the Rec. Center include: a new filter system for the Indoor Pool; heating and ventilation for the Butterfield Gym; exterior door replacements and storm windows for the Gym and refurbishment of the locker/shower facilities. Improvements to our Rec. Center are an excellent investment because it receives constant use and generates revenue.

New programs, increased publicity, scheduling changes and physical improvements have helped to sharply boost Rec. Center use. Attendance for both the Gym and Indoor Pool totaled between 160,000 and 170,000! A vigorous effort was made to increase adult attendance. As a result adult clientele more than doubled; and, there is every indication that this trend will continue. At certain times of the day, locker and shower facilities are less than adequate. The "pinch" for space is most acute during the weekday noontime

hours when adults report for their daily workouts.

Aquatics Director, Paul Couturier and his core staff, Cova Grieg and Peg Richardson, provided a warm, friendly yet businesslike atmosphere that made the Indoor Pool enjoyable for all. The quality of the pool water, according to the State Engineer, was considered to be the best in our Granite State. Over 80,000 people of all ages entered the "warm tropical" water to participate in a variety of aquatic activities ranging from infant swim with mom and/or dad to senior adult splash party to instructional swim to good 'ol recreational fun swim. Handicapped/therapeutic swim programs became increasingly popular as did various instructional swim programs. The waiting lists for swim lessons kept getting longer. The 5:30 A.M. Early Bird swim extended the average total weekly Pool hours to about 100. The demands for Pool time made by various groups and organizations increased to the point where there were not enough available hours left to meet them. Indoor Pool revenue totaled $33,267 which placed this facility well on its way to an eventual break even operation. Guppey Pool attendance was just over 20,000. The free bussing provided many youngsters with the opportunity to use this fine facility.

The ski season was very successful thanks to the cooperation of the weather and the Garrison Ski Patrol. After the icy crust was broken up by some volunteers armed with shovels, the kids were off and skiing on the Garrison slopes. The season came to a close with a Carnival complete with an obstacle course and "anything goes on snow" contest. The winning entry was a bench on skis! The Bellamy Park Ski Touring Center became very popular; and, a citizens race is planned for February. The trails were better maintained through the use of a track setting device. The future of the Ski Area is dependent to a great extent upon what will happen to private properties adjacent to Bellamy Park.

Summer proved to be a great time. The playground program, which was conducted in 6 parks, provided many unique learning and fun experiences through activities such as: arts & crafts, trips, carnivals, games, sports, good deeds and dramatics. Camp Sun 'N Fun, the Learn-to-Swim Program, the new Basketball Camp, the soccer league, the new Seacoast Girls' Softball team, the Garrison City Peddlers Club were very successful.

The special events such as July 4th, Halloween, Celtics Basketball trip, Kiwanis Table Tennis Tourney, Great Road Race, City Swim Meet, Sherwood Tennis Tourney added excitement to a busy year. Many other activities too numerous to include were conducted.

Special thanks to everyone who volunteered their time on behalf of the many people who participated in the various leagues and special programs that were conducted throughout the year. Thanks, too, to all who contributed to support the programs.

CITY CLERK

As usual there was an increase in activity for the year 1977. Keeping the records of Vital Statistics, City Council Activities with regards to meetings and public hearings generated more paperwork each year.

In most area in the issuance of certified certificates the volume is up, and the filing of commercial code filings are down.

Elections as usual create much activity and supplying the public with the election laws and detail add to the volume of traffic in this office.

Purchasing functions and procedures also add to the workload of the office.

Statistic of Vital Records and Council activity are listed below:

	1977	1976	1975	1974	1973
Regular Meetings	22	22	21	23	25
Special Meetings	10	9	19	17	9
Public Hearings	35	30	17	23	22
Executive Sessions	7	5			
Committee of the Whole & Other	38	60	60	62	51

	1977	1976	1975	1974	1973
Births	662	626	536	672	576
Deaths	239	301	241	331	294
Marriages	229	222	177	230	268

REPORT OF THE DOVER PUBLIC LIBRARY FOR 1977

1977 was a year of growth in both the services and programs provided by the Dover Public Library to the people of the City. An easily measured indicator of this growth is the number of items circulated, which reached 155,439, an increase of more than 9% above 1976. Less easily measured but equally important growth is represented by the increasing number of people making use of the building and its resources for studying, quiet reading, and for meeting their information needs.

The Children's Room offered a great number and variety of services, with each holiday and changing season the occasion for a new program or workshop. 6,337 youngsters attended these special events, up from a figure of 2,575 in 1976 and convincing testimony to the popularity of the programs offered. The staff also provided valuable service to parents, with programs on reading skills and toy selection, the organization of a "Parents Shelf" of books and information, and the publication of a complete guide to pre-primary school education in Dover.

Other highlights of the year include the completion of an inventory of the children's book collection and the good beginning made on an inventory in the adult area, and the organization of the first formal "Friends of the Library" in our history. This group of dedicated people holds great promise for extending services to the city beyond that which is possible within the limits of the Library's budget and staff size.

Several factors stand in the way of providing the kind of library service that people are coming to expect. Among these factors the first is the weakness of our book collection in many basic areas, especially science and technology. Decades of inadequate book budgets have taken their toll, and years will be required to correct this deficiency. A second problem is the size and location of the public rooms in the building, which make it impossible to conduct programs for large groups without excessive disruption to the regular activities of the Library. A growing and most disheartening problem is the difficulty experienced in securing the return of overdue books and in preventing the outright theft of books from our shelves.

In the year ahead we will continue our efforts to bring better organization to our materials and space, specifically by finishing the inventory of the collection and by opening parts of the basement book stacks to public use. It is also our aim to formulate long-range plans for library service in Dover, charting the Library's growth and development into the 21st Century. With plans underway nationwide for a White House Conference on Libraries in 1979, we hope to take advantage of the increased awareness of libraries in general to focus the attention of the staff, Trustees, Friends and the people of Dover on the specific library and information needs to be met by the Dover Public Library in the years to come.

PLANNING AND COMMUNITY DEVELOPMENT

The year 1977 was one of transition for both the Planning Board and the Planning Department in terms of personnel.

Planning Board Members Frank Estes and Sanford Roberts completed their service on the Board and were replaced by Alan Crowell and Joan Miller. Others serving on the Board during the year were Chairman Paul Hale, Vice-Chairman William Hopkins, Secretary Lois Schofield, Pierre Bouchard, Ernest Carrier, Jared Clark and Wallace Ackerman.

In the Planning Office, Planning Director Christopher Sheridan moved to a similar position in Portsmouth after serving in Dover for six years. Former Assistant Planning Director J. T. Fey was selected to fill the post and at years end was in the process of screening candidates for the Assistant Directorship. Also during the year, Secretary Carolyn Marcotte, a City employee for over 15 years, and Planning Technician Jeanne Kennedy left the office and were

Grant Program, another $100,000 from HUD for Dover's Housing Rehabilitation Program, $1.4 million from the Economic Development Administration for the construction of the Southside Sewerage Project and Curb and Sidewalk Improvements, and $87,000 from the Bureau of Outdoor Recreation for Park projects. In addition to this total of $2,465,000, the Department has also completed an application for $430,000 in Urgent Needs Funds from HUD which will be used to complete Dover's Urban Renewal Project. This application has been accepted by HUD and funds are to be released in early 1978.

IV. Grants-In-Aid Administration

Grants-in-Aid administration has accounted for approximately 50% of the Department's work activity as far as staff committment during 1977. Included in this effort are: assisting Dover's Citizen's Advisory Committee in formulating the annual C.D. Program activities, project design and consulation, the drawing up of contract documents, project supervision, fair labor and equal opportunity standards enforcement, environmental reviews and financial administration. The Department has been fully monitored by HUD during 1977 and found to be in accordance with all Federal regulations.

Of the thirty-six individual projects which have been undertaken through Dover's Community Development Program and which have a value of $2,634,000, seventeen have been completed, representing an allocation of $1,578,334.25. Ten of these seventeen projects were completed in 1977. Another twelve projects totaling $609,000 are currently under way with expected completion in 1978.

DOVER INDUSTRIAL DEVELOPMENT AUTHORITY (DIDA)

Highlight was the completion of Dover's new Industrial Park. Ground was broken in late '76 and by November of 1977 three companies, Eastern Air Devices, GFS Manufacturing Company, Inc., and Estes Industrial Machine, Inc., employing 330 people had occupied the park.

Inquiries relative to availability of land and industrial space continued during 1977. The addition of an Executive Director for DIDA was approved and with full time professional attention being devoted to this area, we expect a continued strengthening of Dover's industrial employment and tax base in 1978.

R. E. Hynes, Chairman
Jared Clark, City Manager
Stephen L. Goren
James H. McAdams, Executive Director C/C
Michael J. White, Mayor

Robert L. Canada
Ola P. Durnin
John T. Guy
Robert P. Shea, Esq.
November 30, 1977

replaced by Sharon Turman and Diane Flint respectively.

Despite the many new faces both on the Board and in the Department, 1977 was an active and productive year for Planning and Community Development in Dover. For the purposes of the Annual Report, operations have been broken into four categories:

1. Current Planning
2. Long Range Planning
3. Securing Grants-In-Aid
4. Grants-In-Aid Administration

I. Current Planning

During 1977, twenty-five minor and two major subdivision applications were granted final approval by the Planning Board. Additionally, two other major subdivisions have been granted preliminary approval by the Board.

In reviewing both residential and non-residential applications in 1977, it became apparent that City services, particularly water, are often inadequate in meeting increased demands which are being imposed by a steadily growing populace. Such inadequacies led to the denial of one proposal and caused a great deal of controversy in several others. These cases point out a very real need for criteria which can be used in determining what is in fact an acceptable level of service in the community at large. The development of such criteria will be addressed as part of the Comprehensive Plan update in 1978.

II. Long Range Planning

The two major components relating to long range planning which were initiated in 1977, are the Recreation/Open Space Plan and the Comprehensive Plan Update. The Recreation Plan, undertaken in cooperation with the Strafford Regional Planning Commission, will be completed in 1978 and should serve as a valuable tool in providing for Dover's long term recreational needs in a comprehensive manner.

The Comprehensive Plan Update was initiated in late 1977 and will be much longer in duration and larger in scope than the Recreation Plan. The intent of the update effort is to rearticulate development goals and policies so that they are representative of current City needs and priorities.

III. Securing Grants-In-Aid

The Department was very successful in obtaining Federal funding during 1977. Grants applied for and received over the past year include, $878,000 from the Department of Housing and Urban Development for the City's Block

POLICE DEPARTMENT, DOVER, N.H.
ANNUAL REPORT
1977

During the year 1977, the Dover Police Department answered 16,518 calls for service, representing more than a 7% increase over last year's total of 15,326 calls, and a 100% increase over 1972 in which the Department received only 8,000 calls. The increased demands have been met to the best of our ability without a corresponding increase in manpower. In addition to responding to direct complaints or calls for assistance, police hours are devoted to follow-up investigations, record keeping, traffic control, neighborhood deterrent patrols, afterhours security for businesses, disabled motorists, dog control, and ambulance services.

As part of an on-going program to improve the quality of services provided to the Community, officers were encouraged to participate throughout the year in a variety of in-service training programs, as well as seminars, workshops, and conferences throughout the State. Many members of the Department were also pursuing higher education goals at St. Anselm's College, which has an extension at Dover High School, and Golden Gate University hosted at Pease Air Force Base in Newington. This year, Captain James Rowe and Supervisor William Collis continued their studies in the Masters Degree program at Golden Gate University; Chief Charles Reynolds was a recipient of his Masters Degree in Public Administration, and Officer Fred Gilpatrick received his Associate Degree in Police Science. Sergeant Robert Shaw and Dispatcher John Carmichael are presently attending course instruction in Computer Sciences at the University of New Hampshire in preparation for this Department's advancement toward computer conversion record keeping.

Changes in personnel during the year took place, with Captain Joseph McCarthy being selected for the position of Chief of Police in the Town of Peterborough, N.H. His departure after over seventeen years of dedicated service was a great loss. Promotions had Supervisor Robert Shaw made a Sergeant, and assume command of the Records and Communications Bureau, and Officer Wendell Huse made a Supervisor in the Investigations Division. Officer Richard Sexton was re-assigned from Patrol to the new position of Crime Prevention Officer. Officer Sexton's duties will be to analyze specific crime trends and develop crime prevention programs suitable for these trends in the City of Dover. He will work closely with the business community, and residents of the City in an effort to reduce crime, and the victimization of our citizens.

Installation of an Emergency Generator was completed this year. Funded from the Governor's Commission on Crime and Delinquency, it has the capacity to power the entire lower level of City Hall. The elimination of parking meters, while it seems to have relieved parking problems, has been done at a substantial expense. The two-hour parking program has moved along smoothly, and has given some relief for citizens and their parking tickets.

A training program, through the cooperation of Benoit Medical Services, was established for the required additional 20 hours of instruction on Cardio-Pulmonary Rescusitation for the Departments complement. The volunteer

Ambulance Corps continued to be an integral part of the Department, relieving regular police officers from ambulance responsibilities during peak activity hours. In November additional personnel were accepted. This resulted in current staffing of 18 volunteers, most of which are certified Emergency Medical Technicians or registered nurses.

Community involvement and cooperation in delivering services has proven valuable to the Department as well as the Community, for both more effective crime prevention and for providing increased service. An example is the Volunteer Ambulance Corps, having remained on standby basis for 2,914 hours, and responsible for answering 153 out of the 576 calls received for the Police Ambulance in 1977.

In 1978, existing programs will continue to be monitored to assess their effectiveness, and new programs will be instituted to meet the City's problems as the need arises.

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ANNUAL REPORT
1977

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Changes in personnel during this year included Captain Joseph V. McCarthy being selected for the position of Chief of Police in the Town of Peterborough, Supervisor Robert B. Shaw being promoted to the rank of Sergeant and assuming command of the Records and Communications Bureau, Melissa Walker being appointed a regular police officer, (the first women to be selected and accept such a position in Dover), Officer Wendell Huse being promoted to Supervisor.

As part of an on-going program to improve the quality of services provided to the community, officers were encouraged to participate throughout the year in a variety of in-service training programs, as well as seminars, workshops and conferences throughout the state. Many members of the department were

also pursuing higher educational goals at St. Anselm's College, which has a branch at Dover High School, and Golden Gate University hosted at Pease Air Force Base. In December 1977, Captain Rowe and Supervisor Collis continued their courses in the Masters Degree Program at Golden Gate University. Chief Charles D. Reynolds was awarded a Masters Degree in Public Administration from Golden Gate University. Officer Gilpatrick received an Associate Degree in Police Science.

Sergeant Shaw and Dispatcher Carmichael are taking courses in Introductory to Computer Sciences at the University of New Hampshire in preparation for this department's advance toward computer conversion record keeping.

Installation of an Emergency Generator was completed during this year. This generator which has the capacity to power the entire basement level of City Hall, was installed through funding from the Governor's Commission of Crime and Deliquency.

Officer Richard Sexton was assigned the job of Crime Prevention Officer. His duty will be to analyze specific crime trends and develop tailor made crime prevention programs suitable for the specific crime trends taking place and for the city of Dover. He will work closely with businesses and residents of the city in an effort to reduce crime and the victimization of our citizens.

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A training program has been established through the cooperation of Benoit Medical Services for the required additional 20 hours of training on Cardio-Pulmonary Resusitation. The volunteer Ambulance Corps continued to be an integral part of the Police Department and additional personnel were accepted into the Corps during the month of November resulting in current staffing listing 18 volunteers most of whom are certified E.M.T.'s or registered nurses.

Community involvement and cooperation in delivering services has proven valuable to the department as well as the community for both more effective crime prevention and for providing increased service. For example, the Volunteer Ambulance Corps, standing by for a total of 2,914 hours, was responsible for answering 153 out of the 576 calls received by the Police Ambulance Service in 1977.

In 1978, existing programs will continue to be monitored to assess their effectiveness and new programs will be instituted to meet the city's problems as the need arises.

CITY PROBATION OFFICE

Dover had a new Department created in May 1977 after the city received partial funding for a Probation Officer from the Governor's Committion on Crime and Delinquency. Depending upon the success of and need for the position, funding will be available to Dover for three years. Each year Dover would be responsible for putting forward a larger portion of the operating expenses. The goals of hiring a Probation Officer are to provide better services by the Court, to expediate Court proceedings, to provide meaningful dispositions by the Court, and to help curb the crime rate of the city.

The primary responsibility of the Probation Officer is to prepare presentence, social investigations for the Court and to supervise persons on probation. During the time period from May to December 1977, fifty juveniles and eighteen adults were placed on probation with the city Probation Officer. During that same time period, seventy-five social investigations were completed for the Court.

In order to curb or prevent criminal and delinquent activities, the Probation Officer is also involved in many community programs. The City Probation Officer and the Juvenile Officer from the Dover Police have organized what is known as the Dover Juvenile Court Diversion Committee. The goal of that committee is to keep the less serious, first time offender out of the Court system while still making the youth accountable for his or her actions. The Committee of interested community members hears approximately three cases a month.

The City Probation Officer also maintains a Volunteers in Probation Program. The volunteers, who work in a big brother/big sister capacity, are carefully screened and do receive limited training. The Volunteer Program has proven to be very valuable especially in instances where a person on probation could benefit from much individual attention.

The City Probation Officer has also been involved in the establishment of the Dover Group Living Home. It is hoped that the home will provide a positive alternative within the community for status offender or pre-delinquent girls.

The City Probation Office and the Dover Youth Resource Office are located together in the Masonic Temple at 90 Washington Street. The joint location has proven very positive in providing coordinated services. The joint location has been especially valuable in providing employment assistance for those that have come to the attention of the Court. The Probation Officer welcomes any assistance or comments from the community.

DISTRICT COURT REPORT FROM JANUARY 1, 1977 TO DECEMBER 31, 1977

RECEIPTS AND DISBURSEMENTS FOR THE PERIOD JANUARY 1, 1977 THRU DECEMBER 31, 1977

DOVER DISTRICT COURT OF DOVER, N.H.

NUMBER OF CRIMINAL CASES disposed of between January 1, 1977 and December 31, 1977		5,203
CRIMINAL CASES — CASH RECEIPTS		
Cash on hand		$ 200.00
Amount of fines collected to Dec. 1977	$111,283.63	
Amount of bail forfeitures to Dec. 1977	500.00	
Assessment fees — Police Academy, 1977	4,087.00	
TOTAL RECEIPTS		115,870.00
CRIMINAL CASES — CASH DISBURSEMENTS		
1/1/77 thru 12/31/77		
Amount of fines and forfeitures paid to State	40,640.00	
Total Amount expended for expense of court — (RSA - A:8) (RSA 502:14)	3,237.01	
Amount paid for witness fees and travel	10,861.60	
Amount paid to city or town treasurer	56,729.02	
Amount paid to fish and game	316.00	
Amount of fees to Police Academy	4,087.00	
TOTAL DISBURSEMENTS 1/1/77 thru 12/31/77		115,870.63
Misc. Acct.		1,721.77
SMALL CLAIMS (RSA:4)		
Jan. 1, 1977 thru Dec. 31, 1977		
Fees collected to	1,962.00	
Fees paid to city or town to	877.00	
CIVIL CASES (RSA 501:19)		
Jan 1, 1977 thru Dec. 31, 1977		
Fees collected to	844.00	
Fees paid to city or town to	844.00	

Edgar W. Bois
Clerk

TOTAL CASES FOR 1977	
CRIMINAL	5,203
SMALL CLAIMS	654
CIVIL	178
JUVENILE	116
TOTAL	6,151

TOTAL COURT SITTINGS FOR 1977	
JUSTICE T. CASEY MOHER	149
ASSOC. JUSTICE ROBERT CULLINANE	72
JUSTICE OVID VIEL	10
	231

1977 AUDIT – HEALTH DEPARTMENT

Two part-time employees, Health officer and Plumbing officer, make up the Health Department. Inspections have increased markedly over last year. Licensing of restaurants, lunch vans and sandwich shops in Dover is one of the major responsibilities of the Health Department.

	Health Officer	Plumbing Officer
Complaints	135	37
Inspections	97	296
Insp. for Welfare	22	—
Miles/year	2284	4200

B. M. Fogg
3/14/78

WELFARE DEPARTMENT

Seventy-four families were assisted. Two hundred fifty-three persons were included in these families. Fifty-three single persons were aided. Two adults received board and care. Minors placed in board and care totaled twenty-six. Eight persons were assisted with medical needs only. There was one expenditure for a burial. These were all Direct Relief cases.

Old Age Assistance account represents the City share, paid to New Hampshire Department of Welfare for same.

Margaret E. Seymour
Director of Welfare
3/14/78

TO: City Manager
FROM: Resident Engineer
SUBJECT: Annual Report for 1977

Installation of sewers under the Cocheco Separation Project, begun in March 1975 under a Federal mandate to eliminate all untreated sewage from the Cocheco River, was completed in 1977. The concept is to collect or intercept all sanitary sewage and conduct it to the Waste-water Treatment Plant for treatment before discharge into the river. The existing combined sewers will continue to serve as drains.

The project included 2 underwater river crossings, 1 pipe bridge crossing, 5 railroad crossings by jacking and 1 by open cut, 2 street jackings, 1 pumping station and 151,000 feet or 28.6 miles of pipe for collectors, interceptors and building services. Total project cost including engineering, is estimated at $9.6 million. Costs incurred for field construction as of December 31, 1977, amount to $7.4 million. The City has received Federal reimbursement of $4.7

million with an additional $1.1 million anticipated. The State's share is estimated at $1.5 million which will be received in annual interest-bearing installments over the 20 year life of the City's bond issue financing the project. Total City cost is projected at $2.2 million.

Problems included numerous underground obstructions (water mains, gas pipes, drains, sewers, manholes, etc.) frequently not shown on available records and often closely spaced leaving little room for the new sewers, unstable soil conditions requiring stabilization measurers, and quantities in excess of contract estimates. The increased quantities, particularly trench sheeting during construction, increased the cost while the increased ledge both increased the cost and slowed the installation of the piping.

The project included switchover of existing building services from the old to the new sewers and the contracts included necessary work in the streets. It was found that nearly 200 such services would require work on private property to make the switchover. Reasons might be unfavorable elevations at the property line, or sometimes, the existing service goes out the back of the building while the new sewer is in the street in front. The City Council recognized that it would work a hardship if the property owner had to bear the entire cost as is normally required, and set up a cost-sharing formula whereby the City shares the cost (Resolution 5-D (1), Council meeting 8-18-76). A special task force was established to connect these problem services under the direction of the City Engineer. This has resulted in economy because local contractors can perform the work, and Federal wage rates are not required. Sixty have been connected with a known 122 remaining to be connected.

As the field installation progressed, we identified 14 areas where additional sewers not now included in the contract, are necessary to achieve separation. This package has been submitted to the New Hampshire Water Supply and Pollution Control Commission and the Environmental Protection Agency for approval on a cost-participation basis.

The 1978 goal is to complete the "punch-list" items remaining under the present contracts, close out the contracts, complete the "as-built" drawings and secure Federal reimbursement for the City.

DIRECTORY

FUNCTION	OFFICIAL/LOCATION	TELEPHONE
Administration	Jared S.A. Clark, City Manager	742-3551
Assessor	William Colbath/City Hall	742-3819
Building Inspector	Allan Woods/City Hall	742-5335
Cemetary	Michael Mone/Pine Hill Cemetary	742-4916
City Attorney	Frank Carter, Jr./City Hall	742-8554
City Clerk	Charles Crocco/City Hall Philippe J. Morrissette July - Dec.	742-2219
City Engineer	Jay Stephens/City Barn, River St.	742-3866
City Physician	Thomas Smith, M.D.	742-3866
Civil Defense	Gilbert Dolloff/Sixth St.	742-7734
Dover Industrial Development Authority	Leon Yeaton, Chairman	742-0412
Finance Department	Thomas Duffy, Dir./City Hall	742-4964
Fire Department Southside Station	Walter Oates, Chief/Central Station Durham Road	742-1734 742-6612
Health Officer	Beatrice Fogg	742-1220
Library	Donald Mullen, Dir./Locust St.	742-3513
Parks and Recreation	Donald Heyliger, Dir./Butterfield Gym	742-5718
Planning Department	J. T. Fey, Dir./City Hall	742-5259
Police	Charles Reynolds, Chief/Locust St.	742-4646
Public Works	Pierre Bouchard, Dir./City Barn River St.	742-4568
Resident Engineer	Joseph Rehler/City Hall	749-4747
School Department	Bernard Ryder, Supt./City Hall	742-6400
Tax Collector	George Lowell/City Hall	742-1746
Welfare	Margaret Seymour, Dir./City Hall	742-4963
Youth Resources	Kathy Kelley, Coordinator	749-2677

New Hampshire State Library
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